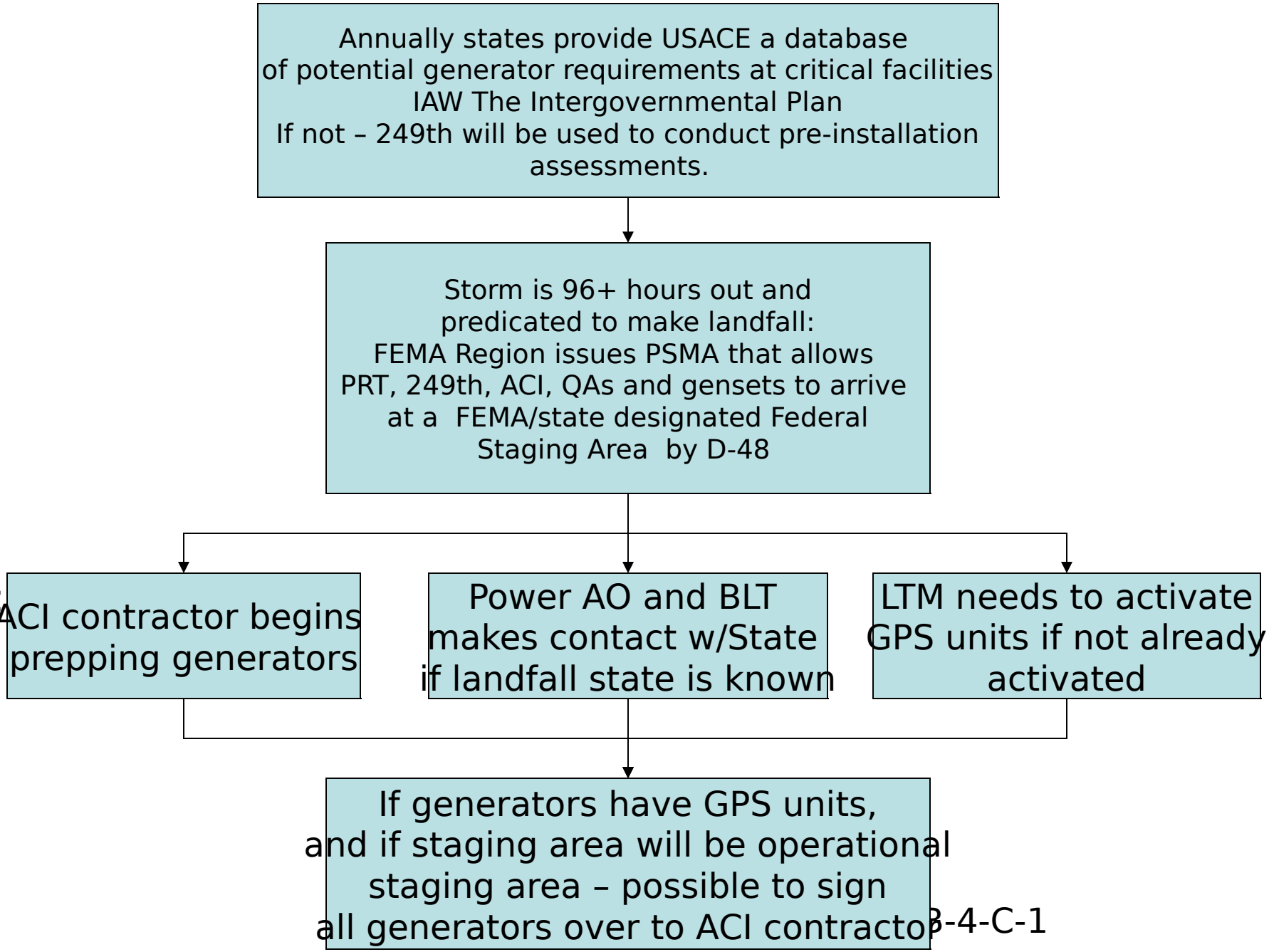
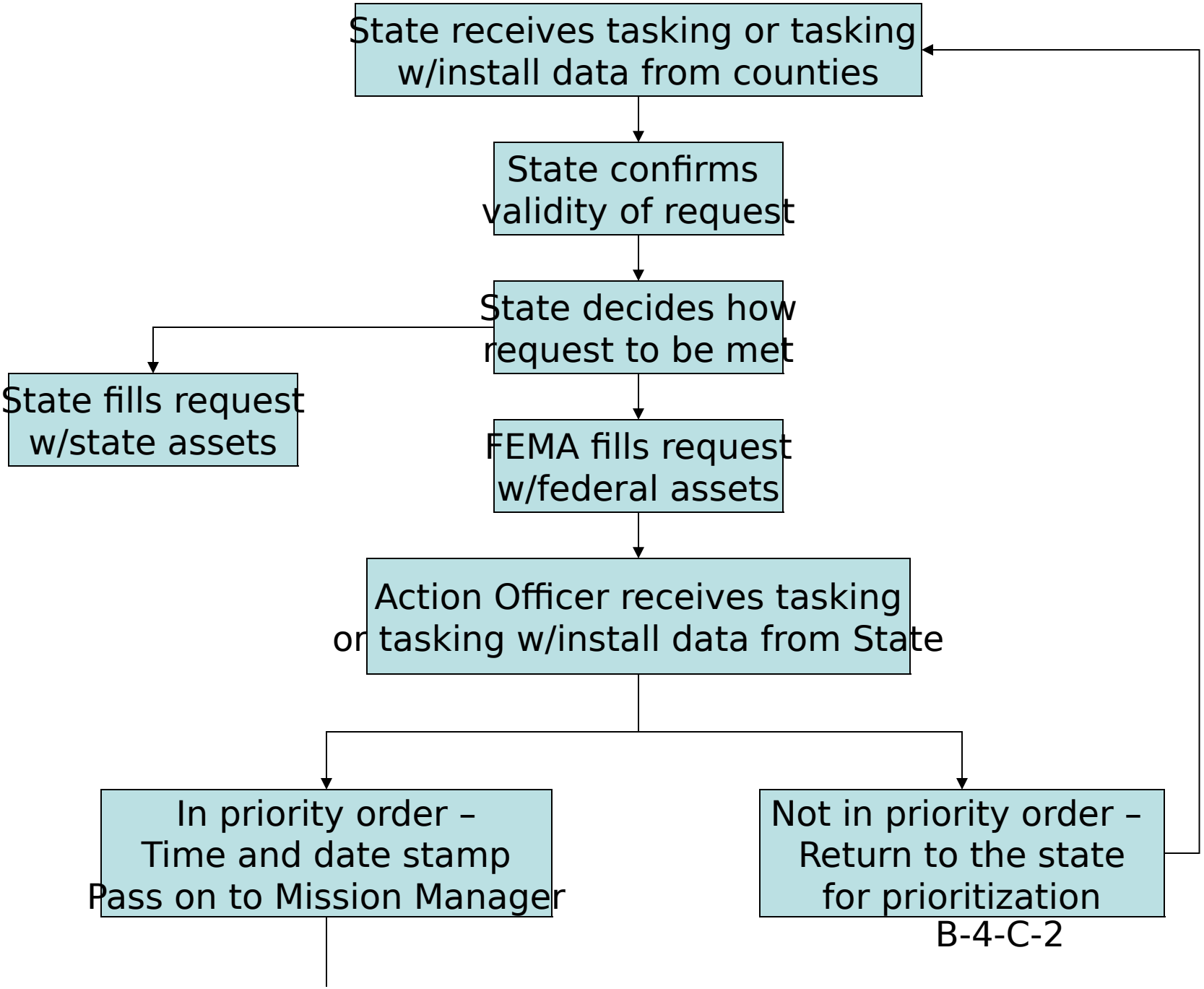
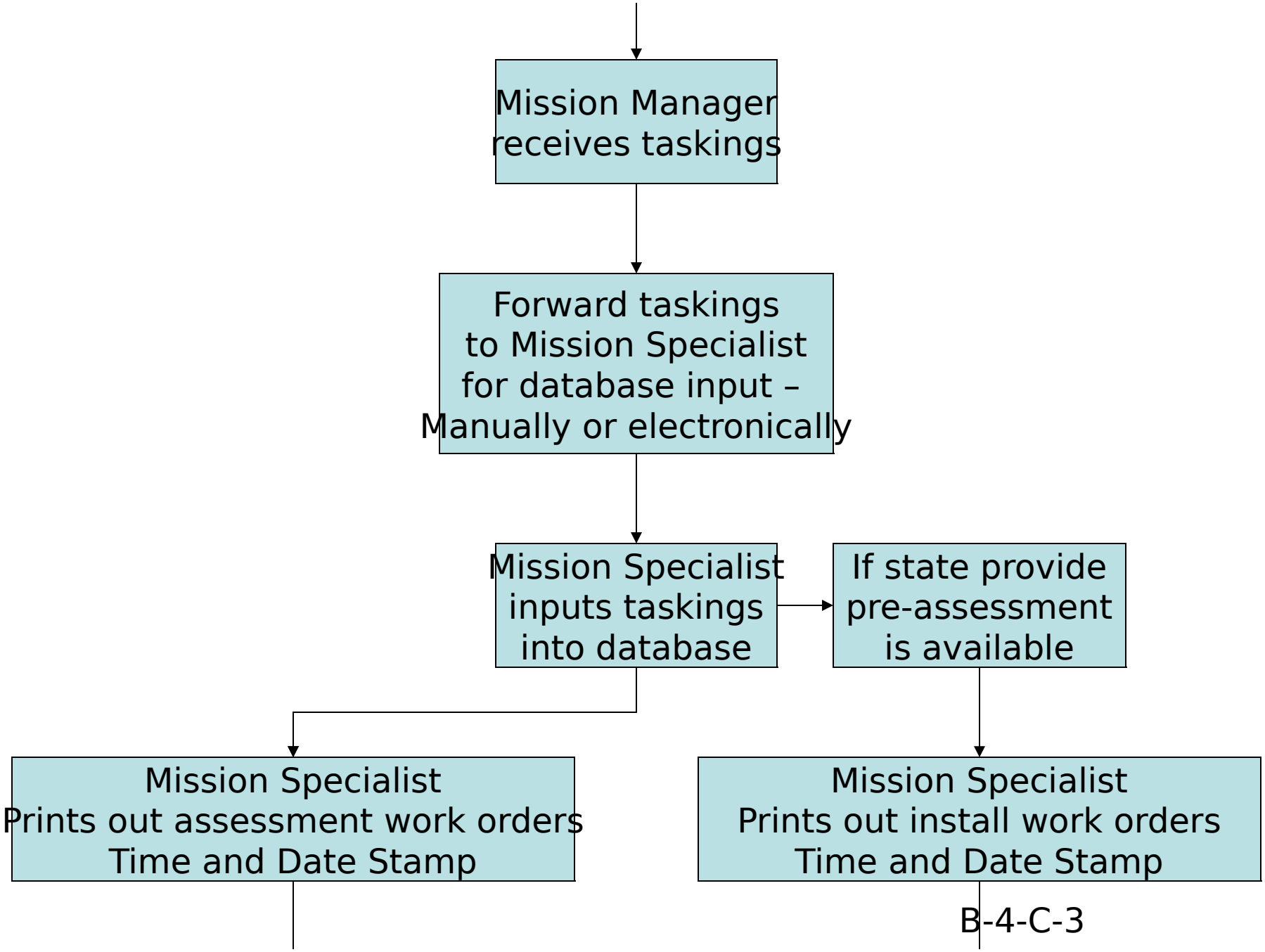
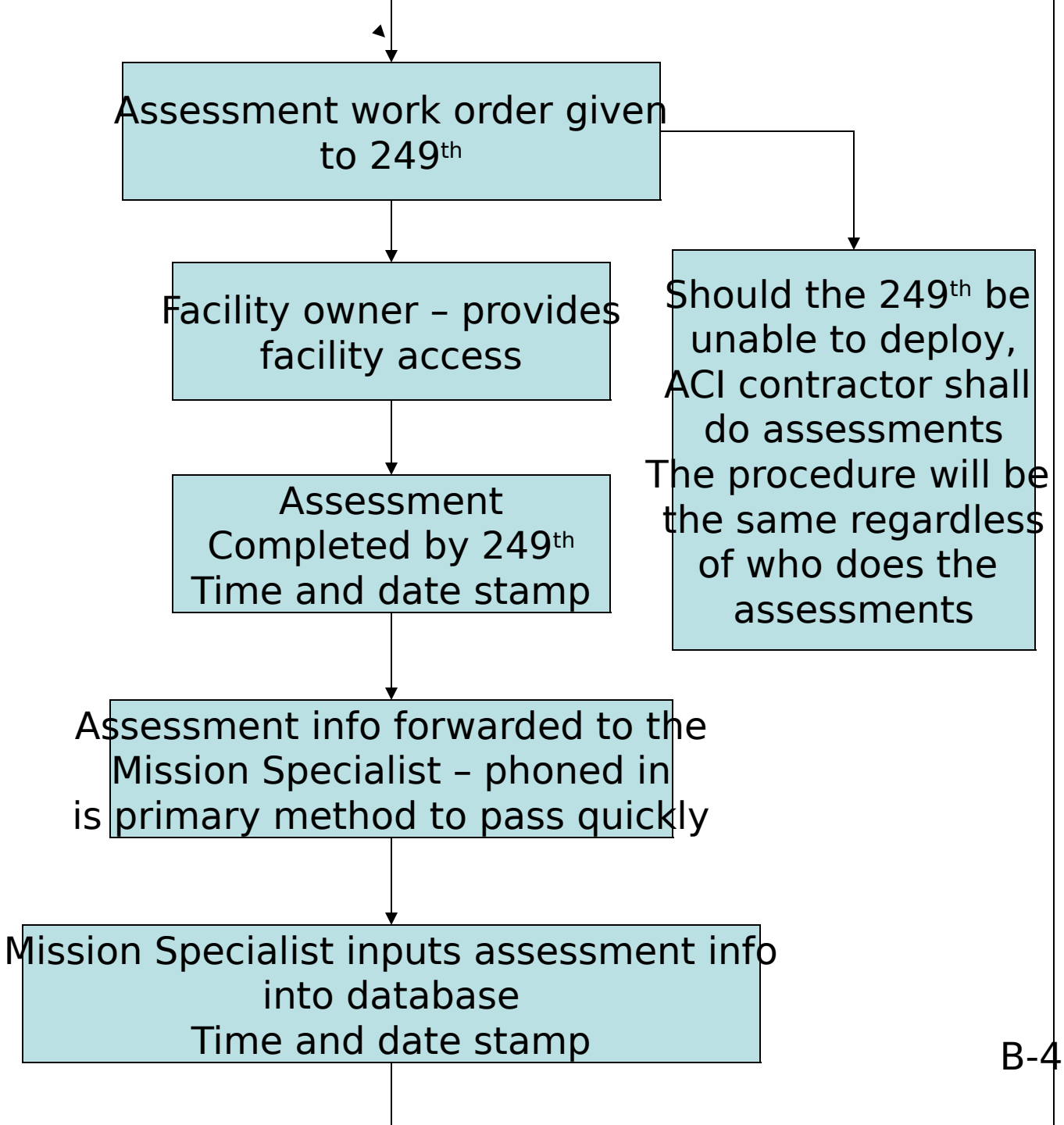
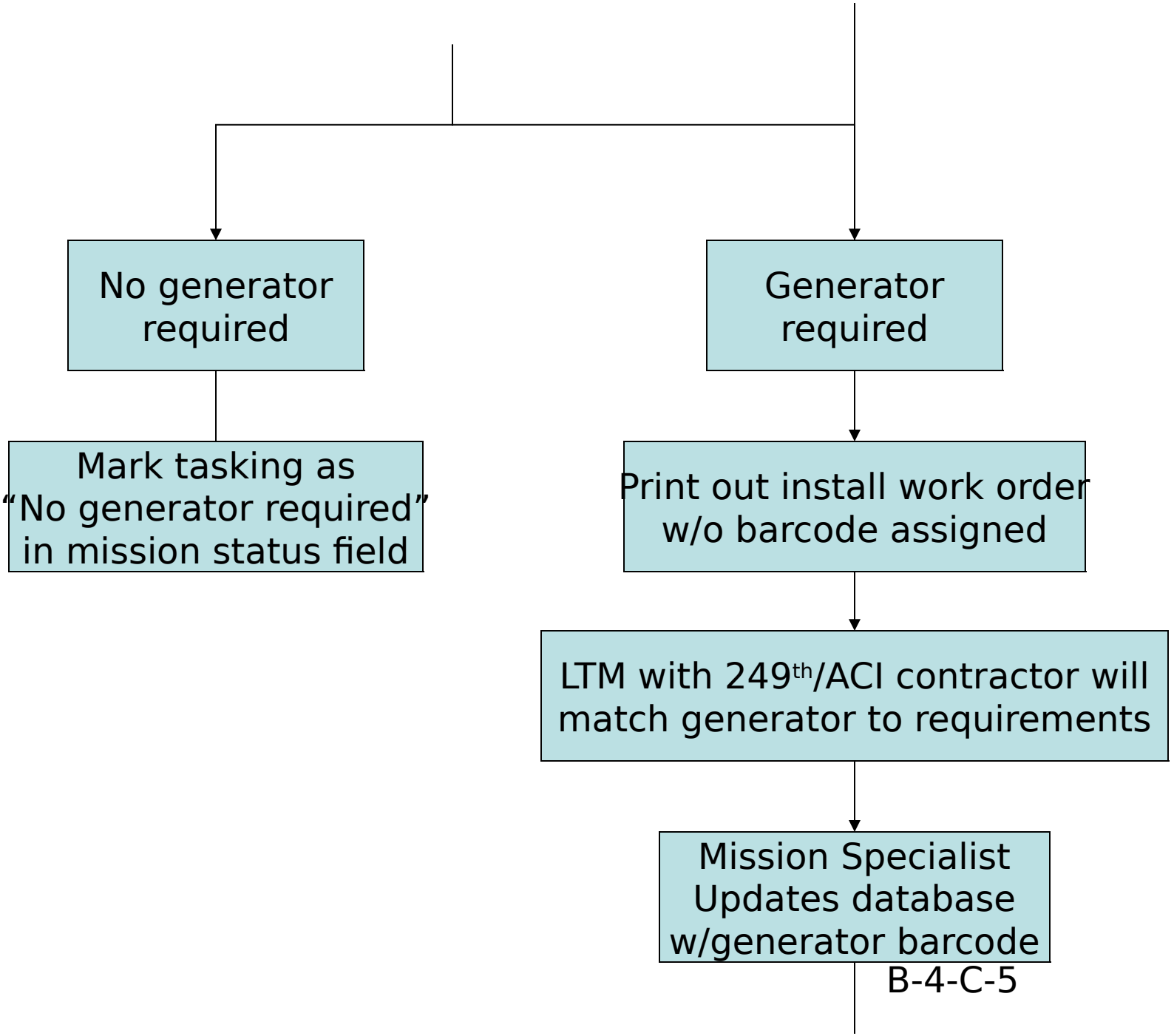
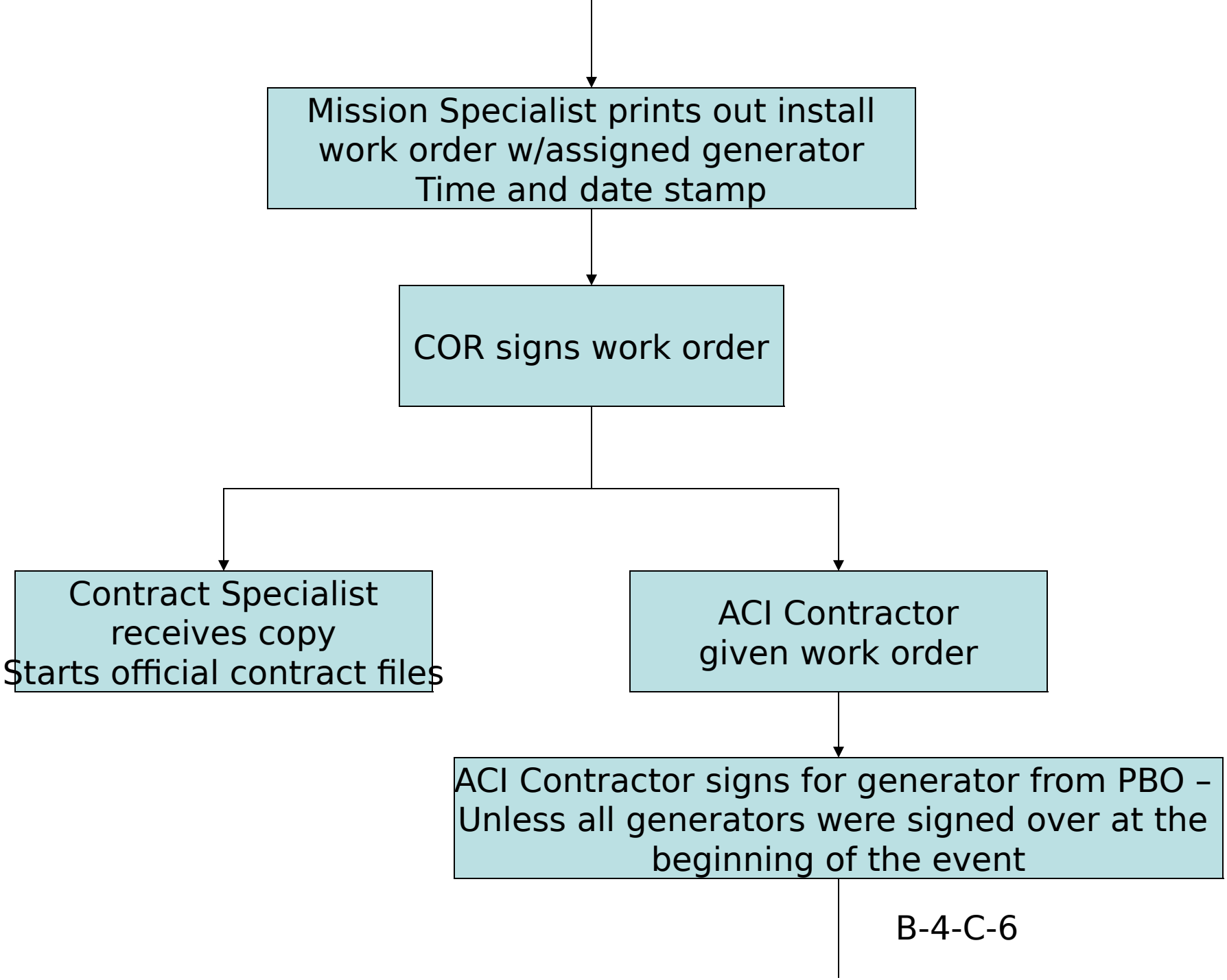

Annually states provide USACE a database of potential generator requirements at critical facilities IAW The Intergovernmental Plan
If not – 249th will be used to conduct pre-installation assessments.
Storm is 96+ hours out and predicated to make landfall:
FEMA Region issues PSMA that allows PRT, 249th, ACI, QAs and gensets to arrive at a FEMA/state designated Federal Staging Area by D-48
ACI contractor begins prepping generators
Power AO and BLT makes contact w/State if landfall state is known
LTM needs to activate GPS units if not already activated
If generators have GPS units, and if staging area will be operational staging area – possible to sign all generators over to ACI contracto

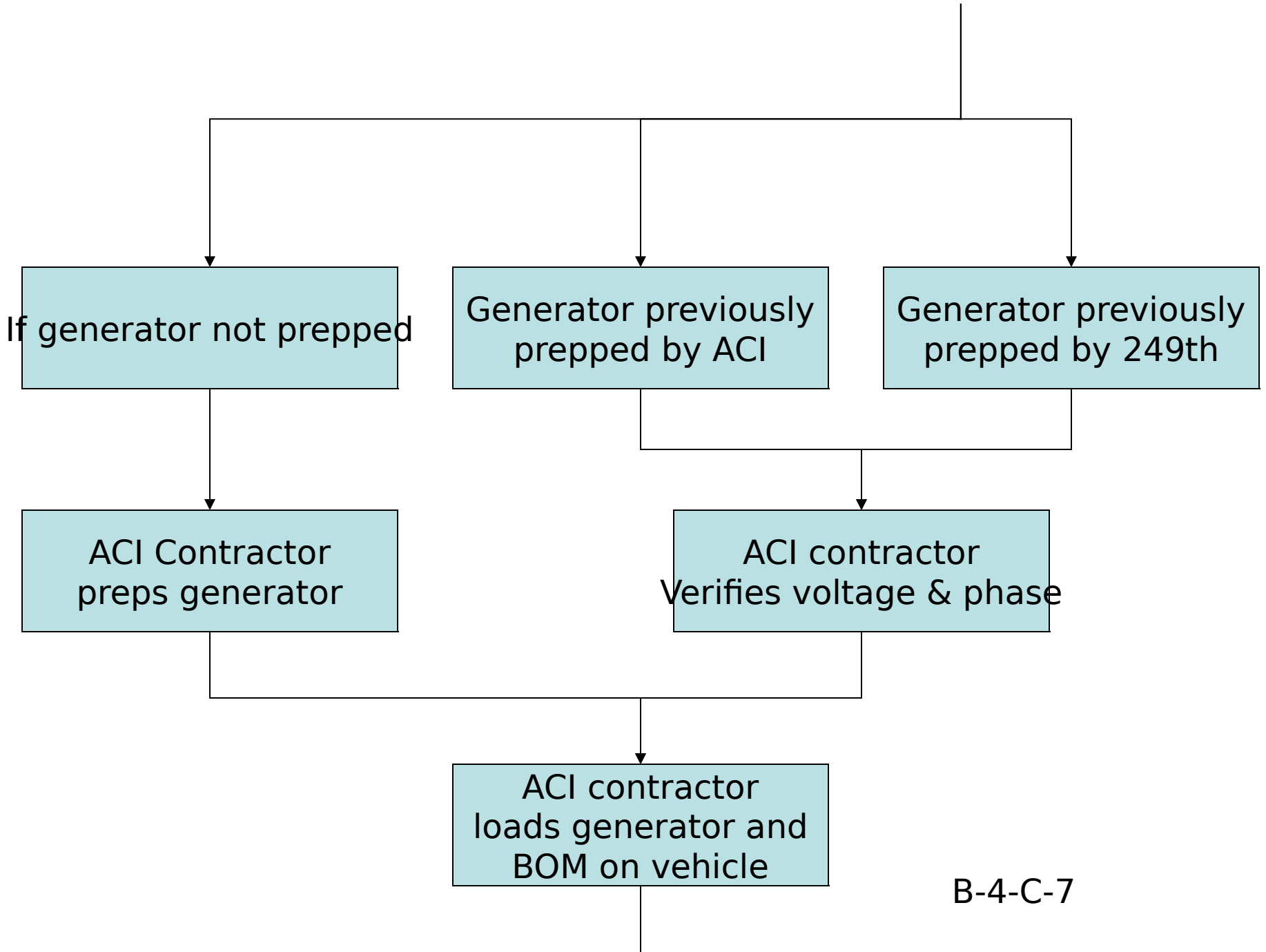

State receives tasking or tasking w/install data from counties
State confirms validity of request
State decides how request to be met
State fills request w/state assets
FEMA fills request w/federal assets
Action Officer receives tasking or tasking w/install data from State
In priority order – Time and date stamp Pass on to Mission Manager
Not in priority order – Return to the state for prioritization

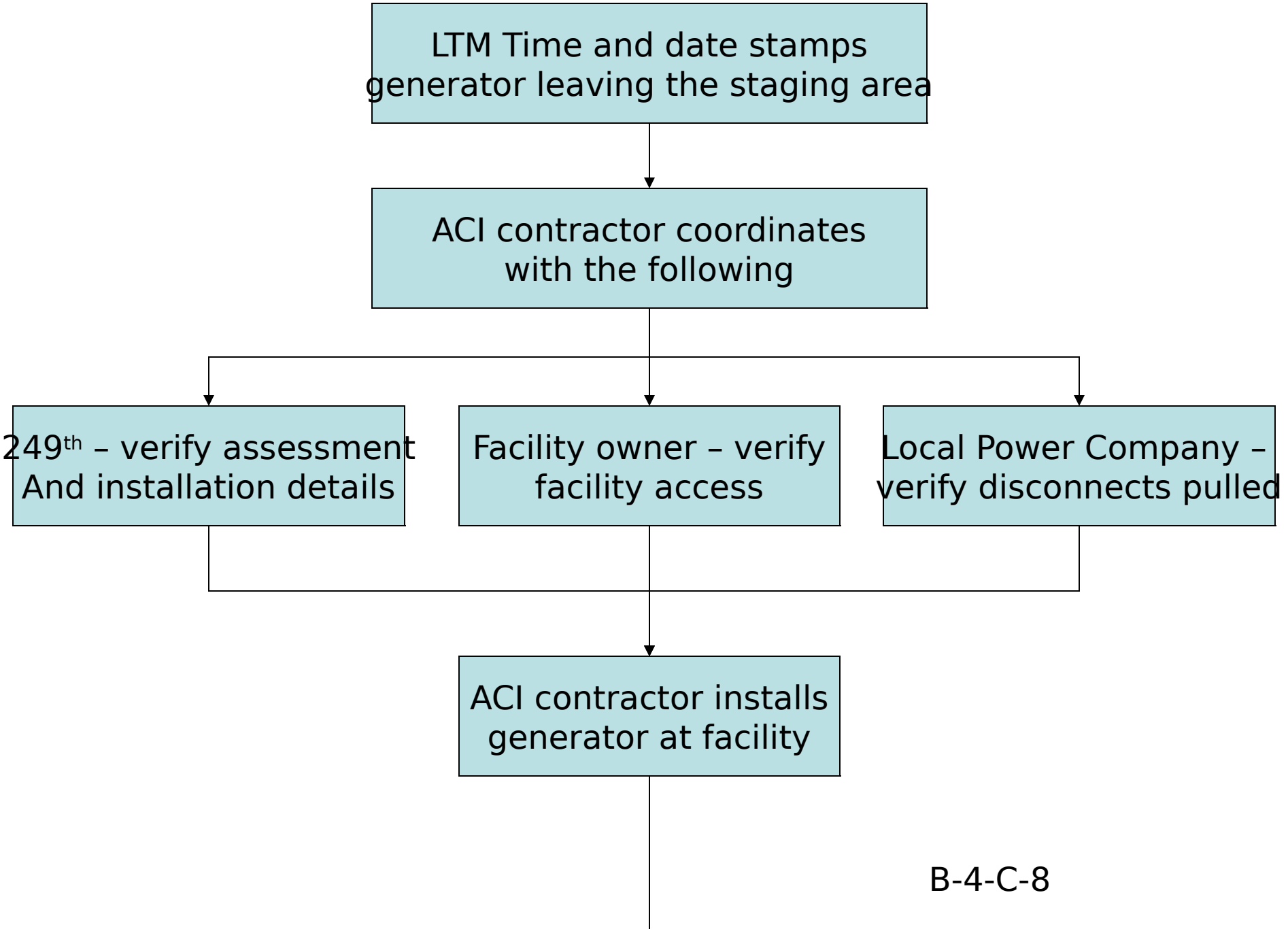

Mission Manager receives taskings
Forward taskings to Mission Specialist for database input – Manually or electronically
Mission Specialist inputs taskings into database
If state provide pre-assessment is available
Mission Specialist Prints out assessment work orders Time and Date Stamp
Mission Specialist Prints out install work orders Time and Date Stamp


Assessment work order given to 249th
Facility owner – provides facility access
Assessment Completed by 249th Time and date stamp
Should the 249th be unable to deploy, ACI contractor shall do assessments The procedure will be the same regardless of who does the assessments
Assessment info forwarded to the Mission Specialist – phoned in is primary method to pass quickly
Mission Specialist inputs assessment info into database Time and date stamp

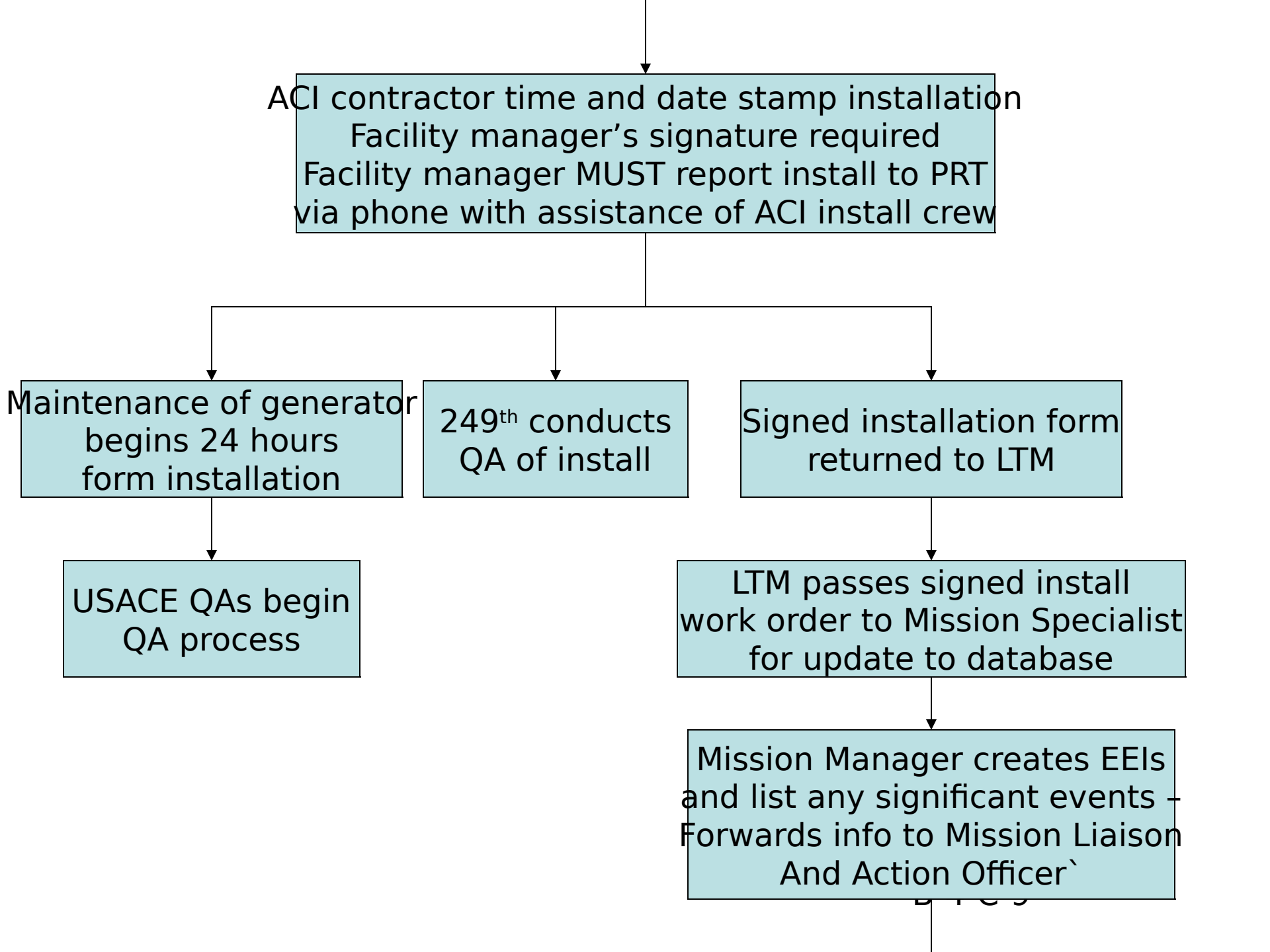

No generator required
Generator required
Mark tasking as "No generator required" in mission status field
Print out install work order w/o barcode assigned
LTM with 249th/ACI contractor will match generator to requirements
Mission Specialist Updates database w/generator barcode

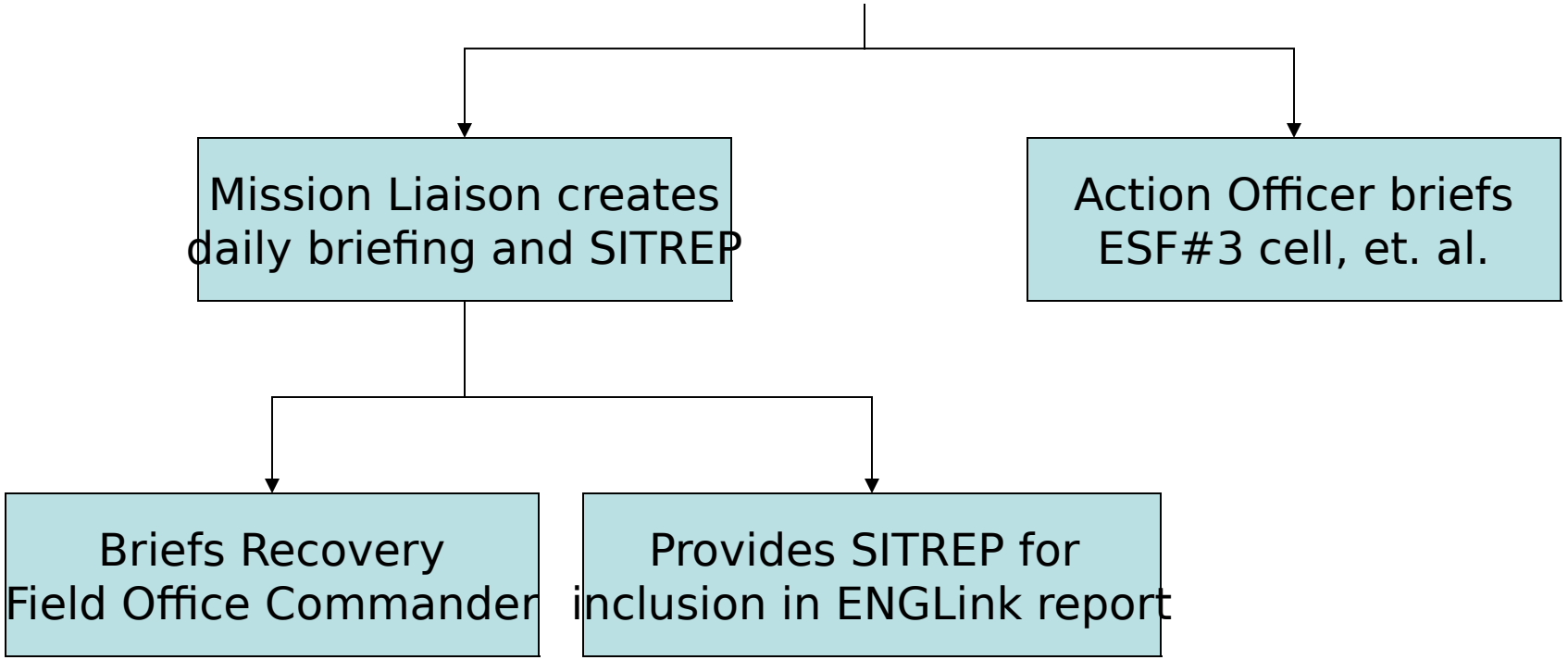

Mission Specialist prints out install work order w/assigned generator Time and date stamp
COR signs work order
Contract Specialist receives copy Starts official contract files
ACI Contractor given work order
ACI Contractor signs for generator from PBO – Unless all generators were signed over at the beginning of the event
B-4-C-6

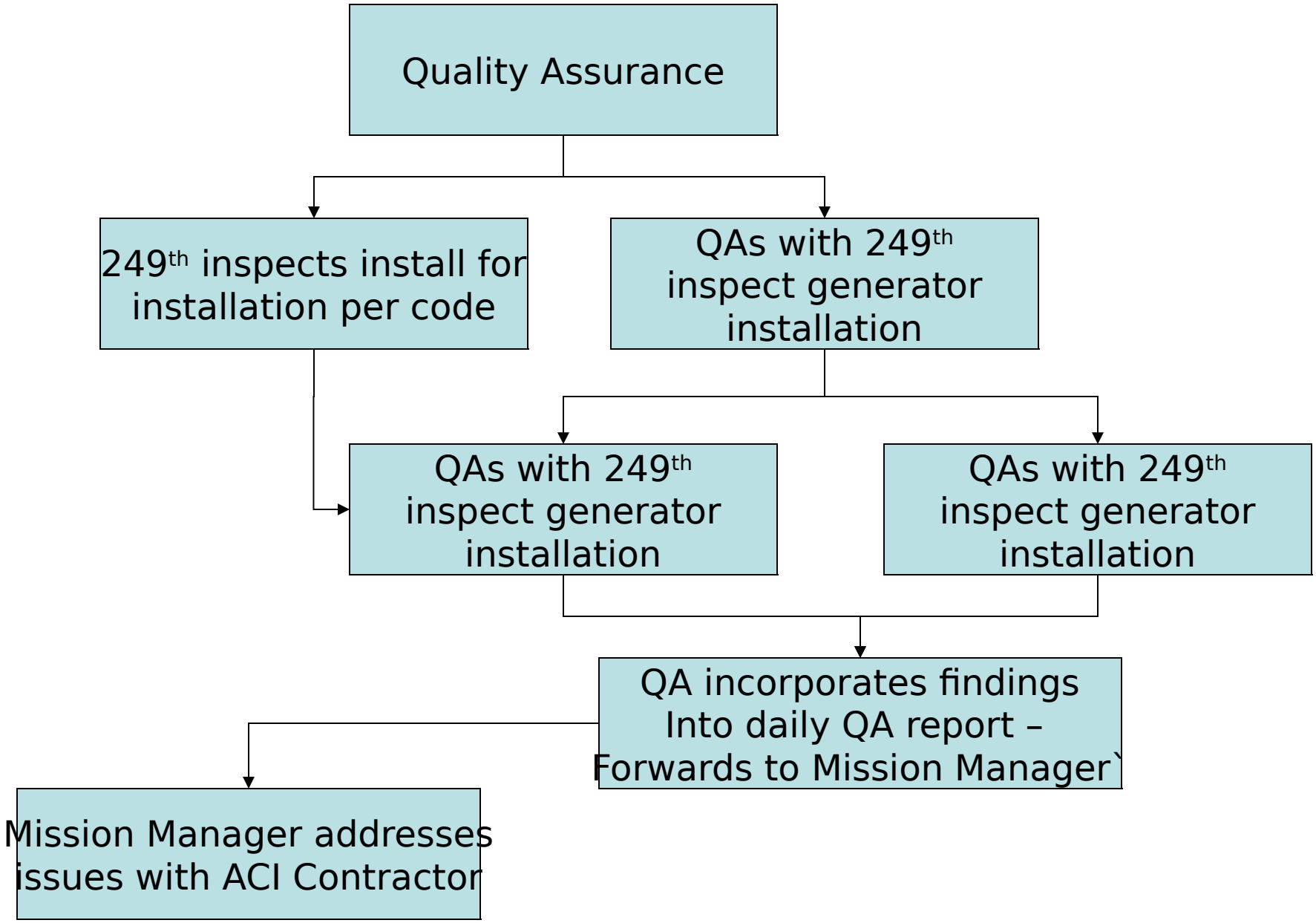

If generator not prepped
Generator previously prepped by ACI
Generator previously prepped by 249th
ACI Contractor preps generator
ACI contractor Verifies voltage & phase
ACI contractor loads generator and BOM on vehicle

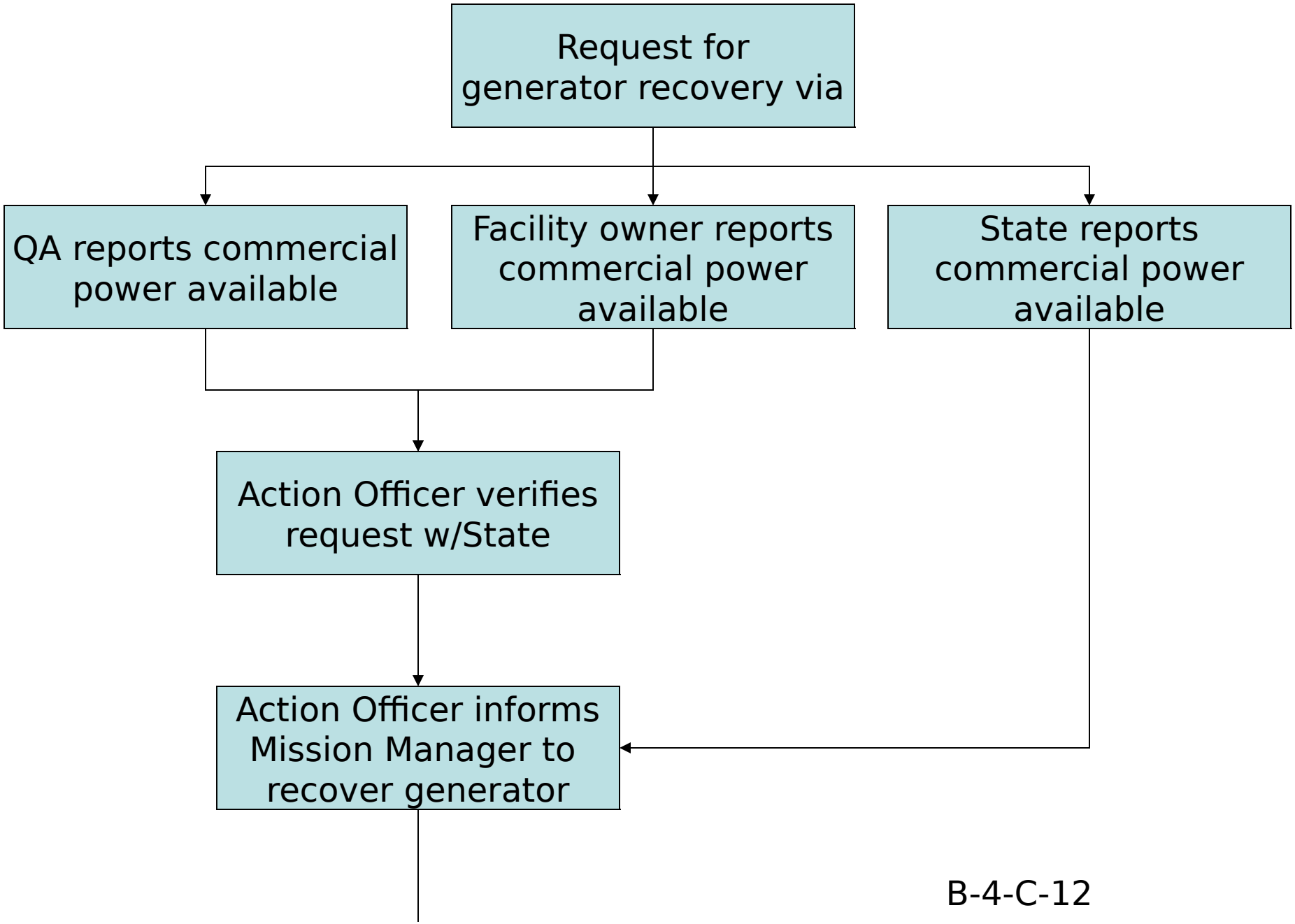

LTM Time and date stamps generator leaving the staging area
ACI contractor coordinates with the following
249th – verify assessment And installation details
Facility owner – verify facility access
Local Power Company – verify disconnects pulled
ACI contractor installs generator at facility

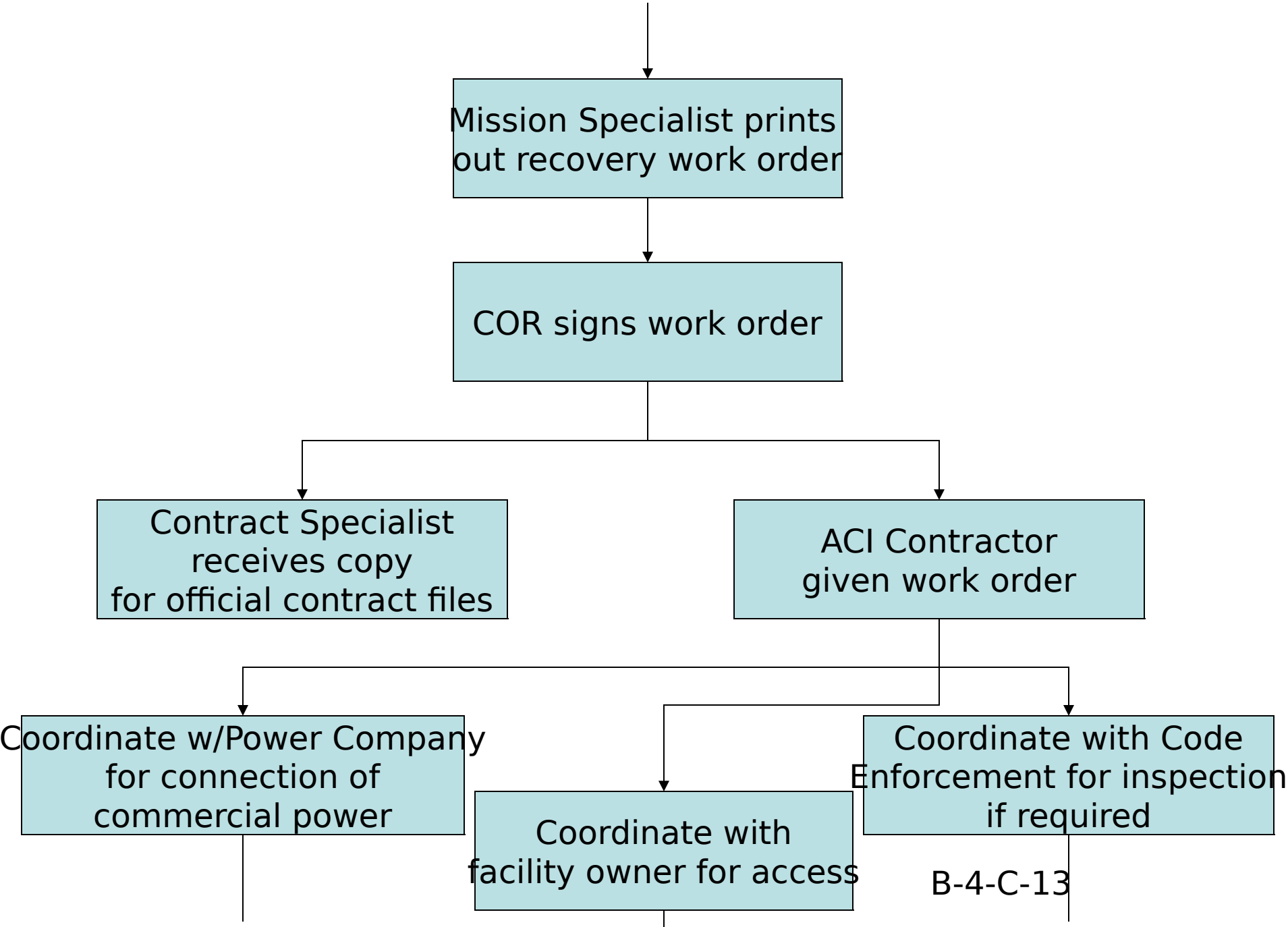
B-4-C-8

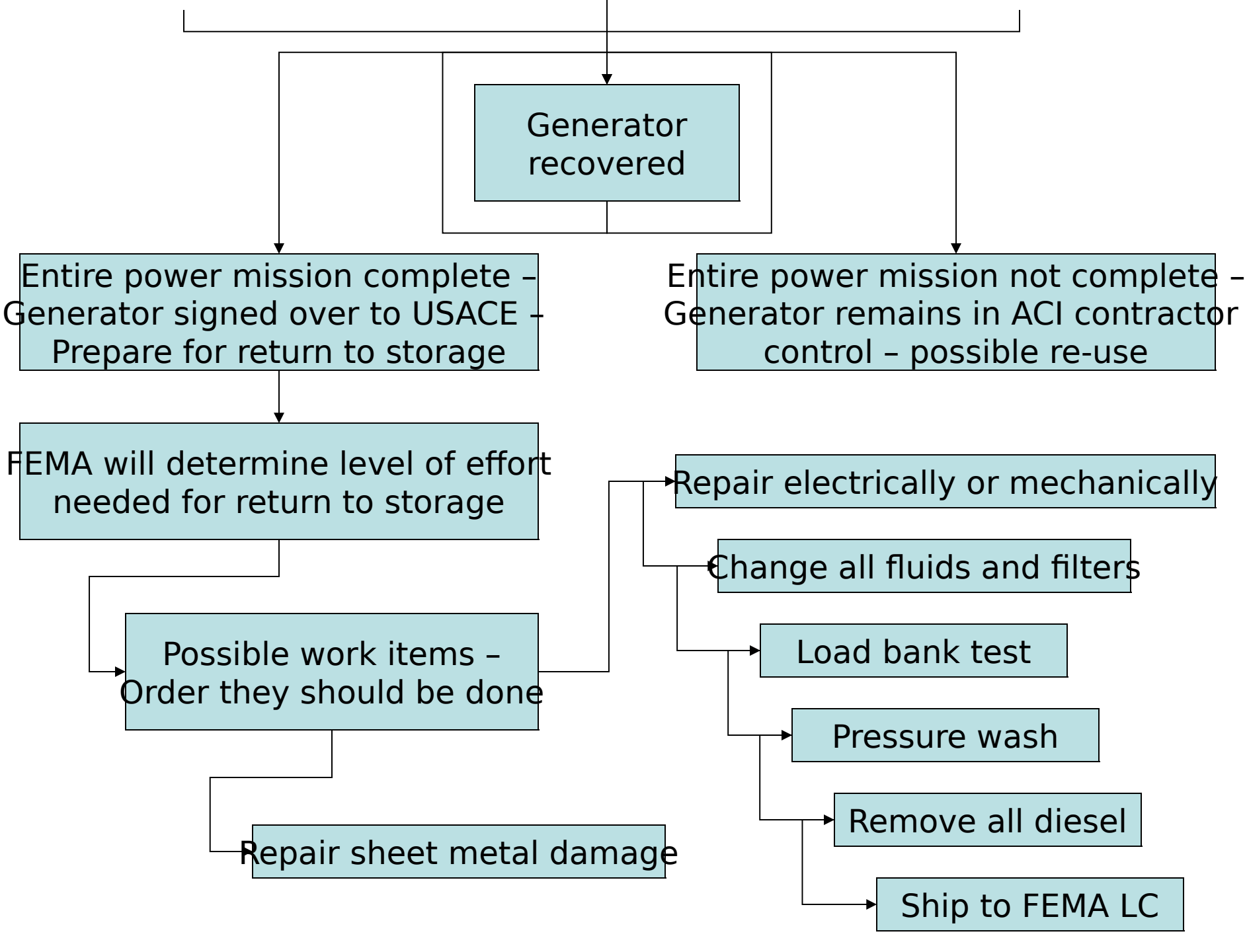

ACI contractor time and date stamp installation
Facility manager's signature required
Facility manager MUST report install to PRT
via phone with assistance of ACI install crew
Maintenance of generator
begins 24 hours
form installation
249th conducts
QA of install
Signed installation form
returned to LTM
USACE QAs begin
QA process
LTM passes signed install
work order to Mission Specialist
for update to database
Mission Manager creates EEIs
and list any significant events –
Forwards info to Mission Liaison
And Action Officer`


Mission Liaison creates daily briefing and SITREP
Action Officer briefs ESF#3 cell, et. al.
Briefs Recovery Field Office Commander
Provides SITREP for inclusion in ENGLink report


Quality Assurance
249th inspects install for installation per code
QAs with 249th inspect generator installation
QAs with 249th inspect generator installation
QAs with 249th inspect generator installation
QA incorporates findings Into daily QA report – Forwards to Mission Manager`
Mission Manager addresses issues with ACI Contractor


Request for generator recovery via
QA reports commercial power available
Facility owner reports commercial power available
State reports commercial power available
Action Officer verifies request w/State
Action Officer informs Mission Manager to recover generator


Mission Specialist prints out recovery work order
COR signs work order
Contract Specialist receives copy for official contract files
ACI Contractor given work order
Coordinate w/Power Company for connection of commercial power
Coordinate with facility owner for access
Coordinate with Code Enforcement for inspection if required


Generator recovered
Entire power mission complete – Generator signed over to USACE – Prepare for return to storage
Entire power mission not complete – Generator remains in ACI contractor control – possible re-use
FEMA will determine level of effort needed for return to storage
Possible work items – Order they should be done
Repair sheet metal damage
Repair electrically or mechanically
Change all fluids and filters
Load bank test
Pressure wash
Remove all diesel
Ship to FEMA LC